

MANAGEMENT OVERVIEW OF PROGRAM & PROJECT MANAGEMENT

TWO DAYS

Who Should Attend

This course is designed for Information Systems Directors, Managers, Supervisors, Project Leaders, Senior Analysis, Key Client personnel, as well as, those who are managing or directing projects.

Course Description

Management Overview of Program and Project Management discusses today and tomorrow's tools, techniques, and methods of program and project management (both manual and automated), as well as the key ingredients for successful project development and the pitfalls to avoid. Upon completion of this course, students should be able to understand the need for clear project scope, objectives, and well-defined requirements, and the tools which should be in place to insure them; support the use of new, as well as, tried-and-true project management tools and methods which aid in project planning, task breakdown, organization, management, control, and communication to the staff and executive management. In addition, students will know the key elements of successful program and project management and the pitfalls to avoid, and understand what management commitment, direction, and control is mandatory throughout the project life cycle.

Course Topics

- Introduction
- Planning: The First Step of the Project Life Cycle
- Planning: Project Analysis and Requirements Definition
- Planning: The Logical Design Step
- Physical Design: Translating the Project Plan
- The Construction and Implementation Step
- Project Documentation and Evaluation